



UNITED STATES MARINE CORPS  
MARINE CORPS AIR STATION  
BOX 99100  
YUMA, ARIZONA 85369-9100

StaO 1430.1L  
3BD  
24 Jun 94

STATION ORDER 1430.1L

From: Commanding Officer  
To: Distribution List

Subj: MERITORIOUS PROMOTION TO PRIVATE FIRST CLASS THROUGH  
SERGEANT

Ref: (a) MCO P1400.32A  
(b) ABO 1430.1T

Encl: (1) Meritorious Promotion Data Sheet

1. Purpose. To outline procedures for meritorious promotion to the grades of Private First Class through Sergeant and to establish operational procedures for the Station Meritorious Promotion Board.

2. Cancellation. StaO 1430.1K

3. Background

a. Reference (a) authorizes the Commanding General, Marine Corps Air Bases Western Area, Quarterly meritorious promotion authority to the grades of Lance Corporal, Corporal and Sergeant. Meritorious promotions are based upon the on-board strengths in the grades of Private First Class, Lance Corporal and Corporal.

b. On board strengths are calculated on the first day of each fiscal quarter. The authorized meritorious promotion percentages are:

(1) To Lance Corporal - Three percent of the Private First Class on board.

(2) To Corporal - One percent of the Lance Corporals on board.

(3) To Sergeant - One fourth percent of the Corporals on board.

c. The quarterly meritorious promotion periods are as follows:

(1) Lance Corporal: December, March, June and September.

(2) Corporal: December, March, June and September.

(3) Sergeant: November, February, May and August.

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d. Reference (b) establishes the Commanding General, Marine Corps Air Bases Western Area Meritorious promotion system.

4. Promotion Qualifications. Paragraph 4100 of reference (a) lists qualifications for promotion. The purpose of meritorious promotion is to accelerate the advancement of deserving Marines based on exceptional, noteworthy and commendatory performance of duty over a sustained period. The performance should be of a degree which clearly merits promotion over other qualified Marines. Commanding Officers, in the determination of qualification for meritorious promotion, should be guided by the following:

a. Performance of duty to a degree rarely attained by Marines of this grade and which completely justifies consideration for advancement ahead of other Marines of this grade, regardless of time in grade or length of service.

b. Comparison of the Marine with all known Marines of the same grade without regards to occupational field (OF) or military occupational specialty (MOS).

c. Level and type of duty performed outside of the individual's MOS as well as in the MOS.

d. Performance on unusual assignments which reflect favorable upon the Marine Corps.

5. All commanders will be guided by reference (a) paragraph 1204 concerning promotion restrictions.

6. Procedures

a. Department heads will:

(1) Submit all recommendations for meritorious promotion to their respective Commanding Officer between the first and fifth of the month preceding the promotion month.

(2) Ensure that the candidate is available to appear before the local enlisted screening board, when scheduled.

b. Unit commanders will:

(1) Establish a local enlisted screening board to recommend personnel for meritorious promotion.

(a) Meritorious promotion to Private First Class may be conducted monthly.

(b) Meritorious promotions to Lance Corporal, Corporal and sergeant will be quarterly in the months indicated in paragraphs 3.c. of this Order.

(2) Have their Adjutant tally by the third day of each fiscal quarter (October, January, April and July) the units on-board strength of Private First Class, Lance Corporals and Corporals as of the first day of the fiscal quarter. These figures will be reported to the Station S-1 Officer.

(3) As authorized by references (a) and (b), effect the meritorious promotions to Private First Class and Lance Corporal. Meritorious promotions to Lance Corporal will not exceed the quotas received from the Station S-1 Officer.

(4) Submit nominations for meritorious promotions to Corporal and Sergeant to the Station Sergeant Major, along with SRB and meritorious promotion data sheets (Enclosure (1)), at least two days prior to the station meritorious board. The following quotas are assigned:

(a) Each squadron may select one candidate for meritorious promotion to Sergeant.

(b) Each squadron may select three candidates for meritorious promotion to Corporal.

c. The Station Sergeant Major will:

(1) Submit to COMCABWEST Adjutant the names of nominees for meritorious promotion to Corporal.

(2) Submit to COMCABWEST Sergeant Major the SRB's, Meritorious promotion data sheets and all other pertinent data required on nominees for meritorious promotion to Sergeant.

(3) Arrange transportation to MCAS El Toro for those candidates nominated for meritorious promotion to Sergeant.

#### 7. Station Meritorious Promotion Board

a. The Station Executive Officer will sit on the Meritorious Sergeant board as the senior member. In the absence of the Executive Officer, a field grade officer will be assigned by the Executive Officer.

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b. The Station Sergeant Major and each unit Sergeant Major, or senior enlisted designee will sit on the board as a member.

c. The Station Sergeant Major will sit on the meritorious Corporal board as the senior member.

d. The promotion boards will interview all candidates for meritorious promotion to the grades of Corporal and Sergeant. The board's recommendations will be submitted to the Station Commanding Officer for final approval.

e. The Senior Member's responsibilities are:

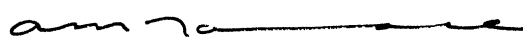
(1) To convene the board in sufficient time for candidates to be selected and submitted to meet COMCABWEST's deadline.

(2) Brief the board on Command guidelines and the procedures of the board before interviewing candidates.

#### 8. Action

a. Unit commanders will ensure Marines nominated to appear before the Station Meritorious Promotion Board are screened and meet the pre-requisites set forth in this Order.

b. Senior Members of the promotion board will ensure Marines nominated to COMCABWEST are fully qualified per paragraph 4 of this Order.

  
A. M. TORRANCE  
By direction

DISTRIBUTION: A

**MERITORIOUS PROMOTION DATA SHEET**

**UNIT** \_\_\_\_\_ **DATE** \_\_\_\_\_

**NAME** \_\_\_\_\_ **GRADE** \_\_\_\_\_ **MOS** \_\_\_\_\_

**BILLET ASSIGNMENT** \_\_\_\_\_ **DATE ASSIGNED** \_\_\_\_\_

**PEBD** \_\_\_\_\_ **AFADBD** \_\_\_\_\_ **DOR** \_\_\_\_\_ **EAS** \_\_\_\_\_

**GT** \_\_\_\_\_ **CIVILIAN EDUCATION** \_\_\_\_\_

**MILITARY SCHOOLS** \_\_\_\_\_

**PRO/CON MARKS:** **LAST PRO** \_\_\_\_\_ **CON** \_\_\_\_\_ **DATE** \_\_\_\_\_

**AVG IN GRADE PRO** \_\_\_\_\_ **CON** \_\_\_\_\_ **DATE** \_\_\_\_\_

**AVG IN SVC PRO** \_\_\_\_\_ **CON** \_\_\_\_\_ **DATE** \_\_\_\_\_

**PFT SCORE** \_\_\_\_\_ **CLASS** \_\_\_\_\_ **DATE TESTED** \_\_\_\_\_

**RIFLE QUALIFICATION SCORE** \_\_\_\_\_ **BADGE** \_\_\_\_\_ **DATE** \_\_\_\_\_

**PISTOL QUALIFICATION SCORE** \_\_\_\_\_ **BADGE** \_\_\_\_\_ **DATE** \_\_\_\_\_

**EMST # PASSED** \_\_\_\_\_ **# FAILED** \_\_\_\_\_ **DATE TESTED** \_\_\_\_\_

**NCO SCHOOL/NONRESIDENT COURSE:** **YES** \_\_\_\_\_ **NO** \_\_\_\_\_ **DATE** \_\_\_\_\_

**THE FOLLOWING DATA IS FOR CURRENT GRADE ONLY:**

**OFF-DUTY EDUCATION COURSES COMPLETED** \_\_\_\_\_

**MCI COURSES COMPLETED** \_\_\_\_\_

**AWARDS** \_\_\_\_\_

**OFFICIAL COUNSELING (INCLUDE DATE) RECEIVED** \_\_\_\_\_

**ENCLOSURE (1)**

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**NJP HISTORY (LIST UCMJ ART. VIOLATED & NJP AWARDED)**

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**COURT-MARTIAL HISTORY (LIST TYPE OF COURT & DATE OF TRIAL)**

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**REMARKS:**

**ENCLOSURE (1)**

## STATION DIRECTIVES REVIEW FORM

From: STATION ADJUTANT To: STA-ADJ Date: 960604  
Subj: (Originator Code) (Date Published)  
3BD 1430.1L 940627  
Long Title: MERIT PROM TO PFC THRU SGT

Ref: (a) MCO P5215.1, The Marine Corps Directives System  
(b) StaBul 5215, Station Directives Semi-Annual Checklist

1. The following actions is requested as per reference (a) and (b):

- ☒ The subject directive, originating from your section, requires annual review.
- ☐ The subject directive, originating from your section, has been previously reviewed. The projected staffing date of the required change/revision was due on \_\_\_\_\_. Provide the CURRENT status of this directive.
- ☐ The subject directive, originating from your section, requires a change/revision based on \_\_\_\_\_.

2. As directed by reference (a), review must be completed and this form returned endorsed to the Station Adjutant within 10 working days (C. O. B. 960618).

*K. Hernandez*  
Station Adjutant

## FIRST ENDORSEMENT

From: *Sgt Maj*  
To: STATION ADJUTANT

1. Returned. The subject directive has been reviewed and the following applies:

- ☒ The subject directive is less than NINE years old and is current and accurate.
- ☐ The subject directive is less/more than NINE years old and does/does not require change/revision. Required change/revision will be staffed for technical review by (Date) \_\_\_\_\_.
- ☐ The subject directive is no longer required and may be CANCELED.

2. P. O. C. *Sgt Maj JF TOBIN* Ext. *2777*

3. REMARKS:

*[Signature]*  
SIGNATURE OF ORIGINATOR:

*4 Sep 96*  
DATE:

## FOR USE BY DIRECTIVES CONTROL POINT

SIGNATURE OF REVIEWING OFFICER:

DATE:

*[Signature]*  
MCASY 5215/3 (8/88)

*960605*





## STATION DIRECTIVES REVIEW FORM

From: STATION ADJUTANT To: ADS Date: 970430Subj: (Originator Code) (Date Published)  
1430.1L 38D 940624Long Title: MERIT PROM TO PFC THROUGH SGTRef: (a) MCO P5215.1G, The Marine Corps Directives System  
(b) StaBul 5215, Station Directives Quarterly Checklist

1. The following action is requested as per reference (a) and (b):

☒ The subject directive, originating from your section, requires annual review.☐ The subject directive, originating from your section, has been previously reviewed.  
The projected staffing date of the required change/revision was due on \_\_\_\_\_.  
Provide the CURRENT status of this directive.☐ The subject directive, originating from your section, requires a change/revision  
based on \_\_\_\_\_.2. As directed by reference (a), review must be completed and this form returned endorsed  
to the Station Adjutant within 10 working days (C. O. B. 970516).  
Station Adjutant

## FIRST ENDORSEMENT

From: ADMIN CHIEF  
To: STATION ADJUTANT

1. Returned. The subject directive has been reviewed and the following applies:

☒ The subject directive is less than NINE years old and is current and accurate.☐ The subject directive is less/more than NINE years old and does/does not require  
change/revision. Required change/revision will be staffed for technical review by  
(Date) \_\_\_\_\_.☐ The subject directive is no longer required and may be CANCELED.2. P. O. C. A BERNARD JR Ext. 2226

3. REMARKS: \_\_\_\_\_

SIGNATURE OF ORIGINATOR: X Allen Bernard DATE: 970507

## FOR USE BY DIRECTIVES CONTROL POINT

SIGNATURE OF REVIEWING OFFICER: Comque Mayes DATE: 970507

001201  
(Date)

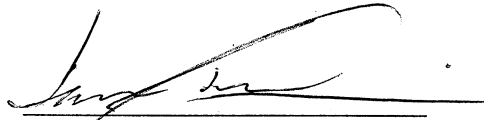
MEMORANDUM FOR THE RECORD

From: Directive Control Point Clerk

To: Files

Subj: STATION ORDER 1430.14

1. Upon my assumption as Station DCP Clerk, and upon my review of the subject Order, there was no supporting documentation contained in the Official File Folder.

  
(SIGNATURE)

No tracking of Annual Review since 97 Submit For Review Dec 00